



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING
Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ**

February 13, 2012

MINUTES

PRESENT: Michael Goode, Chairman
William Bergdoll, Vice Chairman (telephonic)
Gunnar Buzzard
Ken Casey
Bob Hobbi (telephonic)
William Schuckert
Steve Ziomek

STAFF: Sarah Ferrera, Aviation Planning & Outreach Coordinator
Shannon Johnson, Management Analyst
Chris Read, Airport Operations Manager

CALL TO ORDER

Chairman Goode called the meeting to order at 6:01 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted above.

PLEDGE OF ALLEGIANCE

Chairman Goode led the meeting in the pledge of allegiance.

AVIATION DIRECTOR'S REPORT

In the absence of Aviation Director Mr. Gary Mascaro, Mr. Chris Read, Airport Operations Manager, reported on Aviation Day 2013 at the State Legislature. The event was organized by AzAA, the Arizona Airports Association. He is a member of the Board of Directors of this association. This is the eighth year to hold the event. It was started because the State Aviation Fund was in danger of being swept, threatening grants to airports throughout the state. Despite the chilly weather, about 400 people attended, including approximately 150 legislators and staffers.

APPROVAL OF MINUTES

Regular Meeting: January 9, 2013

Commissioner Buzzard made a motion to approve the minutes of the January 9, 2013 regular meeting. Commissioner Casey seconded the motion, which carried by a vote of seven (7) to zero (0).

PUBLIC COMMENT

No members of the public wished to address the Commission.

REGULAR AGENDA ITEMS 1 - 7

1. Discussion and Possible Action to Adopt Resolution 9302 authorizing an amendment of the airport engineering services contract No. 2012-131-COS-A1 with Stantec Consulting, Inc.

Mr. Read reminded the Commission that this contract was approved last August. Since then they have discovered an issue with the requirement that Stantec and all its subcontractors must maintain \$3 million professional liability insurance coverage. For the smaller subcontractors this is not practical. Staff met with the City Risk Management Director and he concurred that the contract should be amended to put the onus on Stantec to decide on the level of liability coverage the subcontractors need to have.

In response to a question from Commissioner Buzzard, Mr. Read said the RFP was based on qualification rather than dollars. He elaborated on the process followed to award the contract, using independent fee estimators. Commissioner Buzzard said he felt it was up to Stantec to bring this up during the negotiation process or alternatively to advise the subcontractors of the requirements of the contract.

Mr. Read said if the contract were not to be amended, the extra liability insurance costs would be passed on to the Airport.

Commissioner Ziomek agreed with Commissioner Buzzard that this is Stantec's responsibility. He asked which company's insurance would be used to pay a large settlement to the Airport.

Mr. Read said Stantec has overall responsibility. Vice Chair Bergdoll interjected that the language of the insurance contract would determine how claims are settled.

Commissioner Hobbi concurred with Commissioners Buzzard and Ziomek.

Commissioner Buzzard moved to recommend the adoption of Resolution 9302 authorizing an amendment of the airport engineering services contract No. 2012-131-COS-A1 with Stantec Consulting, Inc. Commissioner Ziomek seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

2. Discussion and Input Regarding Monthly Operations Reports for January 2013

Mr. Read reviewed the report. He gave a detailed overview of the new section which shows the status of construction projects.

- The Airport Safety Area Runway Three project is completed.
- The Airport Operations Building is currently in the design stage.
- Taxiway Bravo, which was constructed in 2001, is in need of repair and strengthening. This project is in the design stage.
- RSAT Lighting modifications, required by the FAA
- Pavement maintenance program, required by the FAA
- Airport access control replacement project, in the award phase

Chairman Goode noted that they are working with Congressman Schweikert on bringing seven-day customs service to the Airport.

Mr. Read noted that the Airport was especially busy during the week of the Barrett-Jackson Classic Car Auction.

Chairman Goode asked about the progress of the environmental assessment. Ms. Sarah Ferrara, Planning and Outreach Coordinator, said staff has submitted some changes to the FAA and are waiting for the preliminary draft to be approved. The next step will be to hold public workshops.

Commissioner Casey asked about a crash in December where the flight was supposed to land in Scottsdale, entered the airspace and ultimately crashed at Gateway. Mr. Read said the Airport was on alert and everyone was ready for the aircraft, but the pilots decided to land at Gateway instead.

3. Discussion and Input Regarding Monthly Financial Reports for December 2012

Management Analyst Ms. Shannon Johnson reviewed the financial reports for December 2012.

4. Discussion and Input Regarding Marketing, Community and Pilot Outreach Programs

Ms. Ferrara reported on her attendance at the Schedulers and Dispatchers Convention held in San Antonio, Texas. They obtained 30 leads from among the 2,000 attendees. She explained

that they are creating a private listserve of leads obtained at conventions. Once a quarter a newsletter is emailed to the people in the listserve. Staff is able to see who clicks on the link to read the newsletter. She added that it is encouraging that only three people have unsubscribed from the listserve.

Commissioner Casey requested that Ms. Ferrara add the names of the Commissioners to the listserv and she undertook to do so.

Ms. Ferrara said she continues to work on the Airport website to keep it fresh and engaging.

She encouraged the Commissioners to sign up for Run the Runway, which will take place in April.

Ms. Ferrara said she conducted interviews with Channel 3, Arizona Republic, K-JAZZ and KFYI in January. She has also addressed the Arizona Best Realtors Group.

This month the Airport will be featured as part of the General Plan Visioning display at Civic Center Library.

Noting a change to the format of the report, Ms. Ferrara said she has added a section for planning projects.

Commissioner Casey raised a concern about closing the runway for six hours for Run the Runway. Chairman Goode asked why so much time is needed. Ms. Ferrara said she is waiting to learn the exact route.

Commissioner Ziomek asked how busy Saturday is compared to operation during the rest of the week. Mr. Read said Saturday is the least busy day. He recalled that the emergency drill last year was held on a Saturday morning because that is the least disruptive time. He assured the Commission that staff will keep the runway closure as short as possible for this event.

5. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations or Revocations.

Ms. Johnson presented the report.

Commissioner Ziomek asked about the revocation of the Sky Blue Helicopters permit. Ms. Johnson said they failed to provide proof of insurance.

6. Discussion and Input Regarding Status of Aviation Items to City Council

Mr. Read presented the report. The item they approved this evening will go to City Council on March 5.

7. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar.

Mr. Read presented the schedule of meetings for 2013.

FUTURE AGENDA ITEMS

Commissioner Ziomek noted that they would need an update on the Air Fair at the March meeting.

Chairman Goode requested an in-depth update on the efforts to extend U.S. Customs Service to the Airport at the next meeting.

Commissioner Buzzard made a motion to add two items to the March meeting agenda: (1) Air Fair status update; (2) update on extension of U.S. Customs Service. Commissioner Hobbi seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

Commissioner Ziomek reported there is a very strong possibility that Luke Air Days will be cancelled.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 6:53 p.m.

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